



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY

REGION IX

75 Hawthorne Street
San Francisco, CA 94105-3901

APR 08 2015

Linda Howard
Tribal Chair
Yerington Paiute Tribe
171 Campbell Lane
Yerington, Nevada 89447

RE: U.S. EPA Indian Environmental General Assistance Program, GA-00T33401

Application Due: MAY 13 2015

Dear Chairperson Howard:

I am pleased to inform you that your proposal submitted to this office under the U.S. Environmental Protection Agency's Indian Environmental General Assistance Program (GAP) has been tentatively approved for funding. At this time, I am setting aside \$98,700. An additional \$27,500 has been tentatively set aside for supplemental activities as follows: \$2,500 for a summer intern; and \$25,000 for a vehicle. The total tentative award for your GAP is \$126,200.

The Tribe's interim FFRs and/or EPA grant reimbursement data have been reviewed. EPA has determined that the Yerington Paiute Tribe has unexpended funds under the current grant. According to the FFR submitted on January 6, 2015, the Tribe had \$16,201 of GAP funds left in their grant as of September 30, 2014. This balance, along with the \$126,200 of new tentative GAP funding outlined in the previous paragraph, will provide the Tribe with \$142,401 to support GAP work plan activities from October 1, 2015 through September 30, 2016.

Although your SF-424 Budget Summary should reflect only the \$126,200 of new tentative funding to the Tribe, please prepare a budget breakdown showing how the entire \$142,401 will be utilized. To avoid confusion with how much new funding the Tribe will be receiving, please ensure the budget breakdown is not provided on a SF-424 form. A sample budget breakdown, showing how new funds and unspent grant funds should be combined into a single budget breakdown, is provided in the attachment entitled "Budget Breakdown Sample."

Work plan submission, negotiation, and approval will be conducted electronically in GAP Online. The comments attached here for your reference are also available in GAP Online. If we receive your complete application and an **approvable** revised work plan by the due date we will make every effort to award the grant by September 30, 2015. This funding will support work plan activities **from September 1, 2015 to August 31, 2016**. However, once the EPA award Official has formally approved the work plan for these new funds, the tribe may begin to incur costs for the approved activities. Your final work plan will be approved in GAP Online.

This letter does not constitute a grant award. In order to receive funding, the Yerington Paiute Tribe will need to complete an Application for Federal Assistance (SF-424). **The complete application, including an approvable work plan, must be submitted for EPA review by the due date indicated above.** Materials can be submitted earlier and will be processed on a first-come, first-served basis. Please note that in completing your application, you will need to enter the GAP Catalog of Federal Domestic Assistance Number (CFDA), required in box #11 on the SF-424A application form, 66.926.

New Process for Submitting Your GAP Grant Application

Effective February 17, 2015, EPA grant applicants **must** use Grants.gov to submit their applications. The Grants.gov registration process can take up to 30 days to complete. Therefore, it is highly recommended that EPA applicants complete their registration on Grants.gov now. Also, your organization's registration in SAM.gov must be active to utilize Grants.gov. If it appears that the grants.gov registration process may prevent you from submitting your application by the due date aforementioned, then please contact Support@grants.gov or call 1-800-518-4726 as support is available 24 hours a day and 7 days a week. You should also notify your Project Officer before the application due date to request an extension.

Please review both Attachment 2 (Grants.gov Instructions Guide) and Attachment 3 (Region 9 Guidance Information for Applicants) or go to <http://www.epa.gov/region9/funding/information.html> to find additional resources on Grants.gov, Federal Regulations, and new EPA requirements. We suggest you forward these materials to your Project Manager, Financial Officer and any other personnel in your organization requiring this information.

I look forward to working with you and your staff under the General Assistance Program. Questions regarding the completion of the application forms should be referred to Alba Espitia Grants Management Specialist, at (415) 972-3667. You can also contact your GAP Project Officer, Veronica Swann at (415) 972-3699 if you have questions regarding this letter, the work plan or the General Assistance Program.

Sincerely,



Laura M. Ebbert
Manager
Tribal Section

Enclosures

1. Work Plan Comments
2. Grants.gov Instructions Guide
3. Region 9 Guidance Information for Applicants
4. Budget Breakdown Sample

cc: Ginny Hatch, Environmental Director (with work plan comments)
Deborah Dunn, Tribal Administrator

GAP 2015-2016 Work plan Comments Yerington Paiute Tribe

Thank you for developing an outcome-oriented work plan. The following observations and requests were written with the intent of strengthening the Tribe's GAP work plan, identifying possible assistance, and ensuring the work plan meets GAP guidelines. These comments pertain to the 2015-2016 work plan that was submitted with your GAP proposal in GAP Online in December 2014. Work plan comments were entered into GAP Online on February 20, 2015 and were addressed by the Environmental Director on February 23, 2015. Please address the following additional comments regarding your work plan and enter them into GAP Online.

General Definitions and References

1. The following references are useful for understanding GAP in general, for getting an understanding for environmental outcomes, etc.
2013 Guidance on the Award and Management of General Assistance Program Agreements and Appendix I, Guidebook for Building Tribal Environmental Program Capacity
<http://www.epa.gov/region9/funding/pdfs/tribal-gap/r9-gap-guidance.pdf>
GAP Act (<http://www.epa.gov/Indian/pdfs/4368b.pdf>)
2015 GAP Grant Notification (<http://www.epa.gov/region09/funding/tribal-gap.html>)
EPA Strategic Plan (<http://www2.epa.gov/planandbudget/strategicplan>)
2. **Environmental Outcomes:** Environmental outcomes should be expressed in terms of improvements to public health, the environment, or human behavior. They can also reflect improved tribal capacity to protect public health or the environment. Intermediate outcomes could reflect: a) improved human health or environmental conditions, b) reduced risks to human health or the environment, c) increased tribal capabilities in legal, enforcement, technical, communication, or administrative areas. Long-term outcomes could include attainment of desired environmental conditions (e.g., water quality standards are met) or human health goals, attainment of a desired capacity to plan, develop, implement, manage and sustain tribal environmental programs.
3. **Capacity Indicators:** Please ensure that each component in your work plan contains one or more capacity indicators that appropriately links to the steps that are either underway or proposed to begin in the associated commitments. Capacity indicators represent the destination of the Tribe's work and therefore the Tribe should express how it will accomplish the tasks necessary to achieve the indicators proposed in its commitments. Moreover, capacity indicators should ideally be placed in the "Measures" section for each component in the work plan. More information on the appropriate use of indicators is found on page 13 of the GAP Guidance. A suite of indicators that the Tribe may consider for inclusion in its work plan is contained in Appendix I of the GAP Guidebook.
4. **Greening Grants Policy:** EPA Region 9 has adopted a Greening Grants Policy which encourages grantees to carry out their EPA grant funded projects in a greener way. Your Project Officer will work with you to determine whether it is feasible to incorporate green

practices into your work plan. The Greening Grants Policy includes an attachment which describes many useful green practices. The policy furthers the objectives of EPA's 2011-15 Strategic Plan. The link to Greening Grant Policy is on the Region 9 Website Homepage, <http://www.epa.gov/region9/funding/greening-grants.html>

5. **Regarding Indirect Costs:** EPA may allow IDC costs to be budgeted for grants when indirect costs rates have been approved within the preceding three fiscal years. When IDC rates are not current at the time of the grant award, a term and condition will be used to require the Tribe to notify EPA and refund any overfunded amounts.
6. **EPA Tribal Environmental Plan (ETEP):** The proposed FY2016 work plan includes a component to develop an ETEP. The Guidance on the Award and Management of General Assistance Agreements for Tribes and Intertribal Consortia was finalized in May 2013. This document also contains the Guidebook for Building Tribal Environmental Program Capacity (Appendix I). Attached is an example work plan component for the development of an ETEP. Please ensure that your ETEP component minimally includes the information contained in this sample work plan component. For additional assistance, please contact your Project Officer.

BUDGET COMMENTS

- Revise your budget to reflect the tentatively approved amount of \$98,700. In addition, please include in your budget tentative supplemental costs of \$2,500 for an intern, and \$25,000 for a vehicle.
- Earth Day environmental education supplies listed in the supplies section of the budget could mean the purchase of promotional items. If promotional items are to be purchased, please list what types will be purchased, the quantity and the cost.

WORK PLAN COMMENTS

Component #3: Final ETEP

Enclosed is the ETEP work plan component template. If you have developed a recent environmental inventory, please inform your Project Officer and delete that commitment from the component. If you have questions about the other commitments, please contact your Project Officer.

The ETEP requirements are outlined in the National GAP Guidance on pages 13-19..Below is information about the Tribal Environmental Plan that will be part of the ETEP.

The GAP Guidance states the following about the content of the TEP:

Tribal governments should include environmental program priorities for their community in this section of the ETEP. For each priority, the following detail should be included: (1) short description of the priority; (2) the tribe's long-term environmental program development goals that help to address or support the priority; (3) intermediate program development milestones the

tribal government would like to meet during the time period of the ETEP; (4) the tribe's plans to manage authorized environmental programs; and (5) any type of assistance (training, technical assistance, EPA direct implementation actions, financial, etc.) that may be needed. This information should be discussed between the tribe and EPA regional office staff to identify any connections between the tribe's priorities and the implementation of the federal environmental programs, and to identify potential EPA assistance that could be provided to help the tribe accomplish the proposed actions.

EPA recognizes that the Tribal Environmental Plan is a tribal document that represents the issues of importance to the Tribe; the TEP can cover a range of issues including environmental impacts that may occur off the reservation, but impact the tribe or Tribal interests.

The TEP will help guide EPA and Tribal work in the future. As the GAP Guidance states, future approvable GAP work plans will be based on the contents of the TEP. Please include an appendix section where the tribal priorities each have a program indicator from the GAP Guidance and Guidebook.

Component # 4: Solid Waste Planning

Commitment 4.1: Integrated Solid Waste Management Plan (ISWMP) Development

Deliverables must include a final copy of the ISWMP signed or approved by the Tribal Council. The Region 9 Tribal Solid Waste Team is available to provide technical assistance and a comprehensive review during development of the ISWMP. The Team also has helpful ISWMP templates available by request and examples available online. It is strongly recommended that the Tribe submit a draft ISWMP to the Tribal Solid Waste Team for review and comment approximately 2 months before final approval. During this review, the Tribal Solid Waste Team can work with the Tribe to ensure critical components of a successful ISWMP are included and discuss the Tribe's individual needs.

EPA Region 9 - Grants.gov Instructions Guide

(March 2015)

Applications for Federal assistance must be submitted through Grants.gov.

Register with Grants.gov! In order to submit your application using Grants.gov, your organization must be registered with Grants.gov. Please allow four weeks to complete the registration process. Also, please note that you must have a DUNS number and an active SAM.gov registration before registering with Grants.gov. You can find more information about registering at:

<http://www.grants.gov/web/grants/applicants/organization-registration.html>


To Access and Download Grant Application Package go to:

<http://www.grants.gov/web/grants/applicants/download-application-package.html>

1. Funding Opportunity Number (FON).

- A. Competitive Programs: Refer to the competitive solicitation for the applicable FON. Applicant will enter this into the "Funding Opportunity Number" field to locate the application package.
- B. Non-Competitive Discretionary Programs: Obtain FON from your EPA Point of Contact (POC). Applicant will enter this into the "Funding Opportunity Number" field to locate the application package.
- C. Continuing Environmental Programs (CEPs): The list of available CFDA numbers for CEPs have been divided between two FONs. The two FONs used to access the application packages are **EPA-CEP-01** and **EPA-CEP-02**. Refer to the following Attachment to determine which FON your CFDA is published under. Applicant will enter this into the "Funding Opportunity Number" field to locate the packages.

CFDA Number: (#)

 Funding Opportunity Number: (C)

Funding Opportunity Competition ID: (C)

- 2. **Download the package** associated with CFDA 66.XXX.
- 3. **Complete the Grant Application Package.** Attach the forms and information required by your particular program. **Contact your EPA POC if you have questions about which forms and materials you must submit for your program.**
- 4. **Submit your application.** Go to <http://www.grants.gov/web/grants/applicants/apply-for-grants.html> for more information on this process.
- 5. **Confirm with your EPA POC** that EPA has received your application package. **If for ANY reason you cannot submit your application by the deadline specified, contact your EPA POC immediately.**

For FAQs, User Guides, Checklists, Training and Technical Support, visit the Grants.gov Applicant Resource page at <http://www.grants.gov/web/grants/applicants/applicant-resources.html>

Technical Questions or Issues? Please call (1-800-518-4726) or email (support@grants.gov) the Grants.gov Contact Center (<http://www.grants.gov/web/grants/about/contact-us.html>). Help is available 24 hours a day, 7 days a week.

ATTACHMENT
Region 9 Guidance Information for Applicants

- Omni-Circular under **2 CFR 200** & EPA Regulations under **2 CFR 1500**:

EPA has officially adopted the OMB Omni-Circular effective **December 26, 2014**. Specifically, in a **joint interim final rule** published in the Federal Register on December 19, 2014 (see 79 Fed. Reg. 76050-76063), EPA adopted the Omni-Circular. This includes adoption of Omni-Circular requirements located at **2 CFR 200** along with EPA-specific provisions mandated by statute, regulation or agency policy now codified under **2 CFR 1500**. OMB's website at <https://cfo.gov/cofar/> is the location for resources regarding the Omni-Circular, including **OMB's Frequently Asked Questions (FAQ)**.

Federal Register:

<http://www.gpo.gov/fdsys/pkg/FR-2014-12-19/pdf/2014-28697.pdf>

2 CFR 200:

<http://www.ecfr.gov/cgi-bin/text-idx?SID=4467ef7edf6418328185fed45270f1f&node=pt2.1.200&rqn=div5>

2 CFR 1500:

<http://www.ecfr.gov/cgi-bin/text-idx?SID=ac772c78043ca73b46f5d168dd3f038f&tpl=/ecfrbrowse/Title02/2chapterXV.tpl>

OMB's FAQ:

<https://cfo.gov/wp-content/uploads/2014/11/2014-11-26-Frequently-Asked-Questions.pdf>

- Interim Financial Assistance Conflict of Interest Policy:

In accordance with the Omni-Circular's Conflict of Interest disclosure requirements under **2 CFR 200.112**, EPA issued the **Interim Financial Assistance Conflict of Interest Policy**. Requirements include applicants providing a prominently titled conflict of interest disclosure statement attached to the SF 424, if applicable. This policy applies to all individuals and non-federal entities requesting and receiving EPA financial assistance on or after **December 26, 2014**.

Interim Policy:

http://www.epa.gov/ogd/epa_interim_financial_assistance_coi_policy.htm

- Submission of Grant Applications via **Grants.gov**:

Effective **February 17, 2015**, EPA grant applicants must use **Grants.gov** to submit their applications. It is highly recommended that EPA applicants complete their registration on Grants.gov now, since the entire process can take up to 30 days to complete. Information located at **Submitting an Application to Grants.gov Apply** and **Applicant Resources** for Grants.gov will help you get started. Applicants are also encouraged to view a previously recorded **EPA Information Webinar** session/ presentation regarding Grants.gov or register for an available session.

Grants.gov support/assistance is available 24 hours a day 7 days a week at 1-800-518-4726 or Support@grants.gov. Also, the **Region 9 Application Checklist** will help ensure your EPA application submitted through Grants.gov is complete.

Guide on Submitting an Application to Grants.gov:

<http://www.epa.gov/ogd/guide/submitting.htm>

Grants.gov Application Resources:

<http://www.grants.gov/web/grants/applicants/applicant-resources.html>

EPA Information Sessions/Webinars:

http://www.epa.gov/ogd/training/grants_gov_information_sessions_for_applicants.htm

Region 9 Interim Application Checklist:

Budget Breakdown Sample

Budget Combining New FY16 Funding with FY15 Unexpended Funds

	FY15			FY 16	
	Initially Awarded	Actual Budget	Unexpended	Funding	Total Budget
Personnel	\$ 37,000	\$ 25,900	11,100	22,000.00	33,100.00
Fringe	\$ 10,500	\$ 7,350	3150	6,000.00	9,150.00
Travel	\$ 5,000	\$ 3,600	\$ 1,400	2,000.00	3,400.00
Equipment	\$ -	\$ -			
Supplies	\$ 2,800	\$ 1,960	\$ 840	1,000.00	1,840.00
Contractual	\$ -	\$ -			
Other	\$ 9,000	\$ 7,100	\$ 1,900	2,000.00	3,900.00
Subtotal	\$ 64,300	\$ 45,910	\$ 19,390	33,000.00	52,390.00
Indirect	\$ 16,075	\$ 11,478	\$ 4,597	8,250.00	12,847.00
Total	\$ 80,375	\$ 57,388	\$ 23,987	41,250.00	65,237.00
Total Unexpended			\$ 23,987		

Component 1: ETEP Development					
Program Capacity: Environmental Program Administrative Capacity					
Long-Term Outcomes: Achievement of numerous goals and objectives that will be outlined in the ETEP					
Intermediate Outcomes: Development of a plan that articulates Tribal goals and objectives, and EPA assistance					
Measures/Indicator(s): *Development of ETEP that expresses environmental goals to be focused on during the coming four fiscal years (B.5.1)					
Estimated Component Cost: \$7,000			Estimated Component Work Years: 0.25		
Commitments		Position	Estimated Cost (optional)	End Date (Negotiate w/ P.O.)	Outputs and Deliverables
1.1	Update the current inventory, or create a new one. Ensure the inventory contains the most up-to-date information on environmental quality or issues.			12/31/14	A copy of the final Environmental Inventory will be submitted to
1.2	Use the updated Inventory to update the Tribal Environmental Plan (TEP), or create a new one. The document will describes where the tribe is headed and where the tribe has been. Where applicable, the Guidebook indicators may be reviewed to help frame these stories. The draft TEP will be distributed to Council and EPA for comment and feedback. EPA will help tribes engage with relevant media contacts for specific media areas, as warranted.			3/30/15	A copy of the draft TEP with Council and EPA comments will be submitted to EPA.
1.3	Seek Council approval for final TEP.			6/31/15	A copy of the final TEP and Council approval resolution will be submitted to EPA.
1.4	Receive from EPA an articulated list of roles and responsibilities (aka Areas of Involvement) to be included in the final Joint EPA Tribal Environmental Plan (ETEP). Proposed EPA roles and responsibilities will focus on assistance that falls under the purview of EPA authorities or within the Agency's technical capabilities. The Environmental Office will distribute the document to the Council and request their review and feedback.			4/30/15	A summary of when comments were provided to EPA regarding the Agency's areas of involvement will be provided in quarterly reports.

1.5	EPA will provide a list of regulated facilities to be reviewed by the Tribe and included in the final ETEP.			4/30/15	A summary of when comments were provided to EPA regarding the Agency's list of regulated facilities will be provided in quarterly reports.
1.6	The Tribe and EPA will collaborate on a cover memo to be signed by both parties that identifies areas where EPA's and the Tribe's goals align – areas where we will be working together to accomplish mutual interests.			9/30/15	The Tribe and EPA will have a signed cover memo for the ETEP.
1.7	The final ETEP can be an assembly of the four documents above (items 1-5), or a narrative document that incorporates the contents of items 1-5 into a cohesive text.			9/30/15	Either the assembled four section document or narrative document will be on file with EPA.